

12 FEB 1975

25-6741

DCI/IC 1559-75

MEMORANDUM FOR: Assistant Secretary of Defense  
(Intelligence)

SUBJECT : Consolidated Intelligence Resources  
Information System Data Submissions  
for Calendar Year 1975 (CIRIS-75)

1. As you know, the Intelligence Community Staff has been involved in extensive discussions with individuals on your staff who are involved with CIRIS at the working level. The discussions served to identify unique operational problems, instances of ambiguous or misinterpreted instructions, and some examples of reporting requirements that resulted in data redundancy. These findings have enabled us to streamline the CIRIS structure, making it more consistent with your internal management systems, and to improve the quality of the data by modifying input procedures to align them with the various component program structures. As a result, the Data Submission Instructions have been revised and will be distributed in mid-February 1975. CIRIS Data for 1975 should be prepared and delivered to the Intelligence Community Staff by 30 April 1975.

2. The modifications to the Data Submission Instructions are based on evaluation of current and anticipated data requirements, consideration of recommendations of the IRAC Management Information Working Group, and other comments from members of the Intelligence Community. The most significant change to the instructions is in deletion of the requirement to target manpower. This procedural simplification resulted in reducing numbers of entries on the data forms and can be expected to provide a more refined targetting of dollars.

3. Special submission procedures, such as for tape input, have been established for individual programs. In the case of the General Defense Intelligence Program (GDIP), procedures have been established for continuation of the current method of resource information flow or to interface with the Intelligence Management Information System (IMIS) when it becomes operational.

4. For the Consolidated Cryptologic Program (CCP), the established method of tape input has been altered only in that the distinction of subelements within a station will no longer be suppressed. This action will have the effect of increasing the number of CIRIS reporting entities without any actual increase in the number of line entries. It will permit more precise targetting. To facilitate this operation, procedures have been developed to provide software assistance to the CCP to create blank targetting matrices for each entity, calculate dollar entries from reported percentage distributions, and pro-ration station resources for those entities that cannot be targetted by other means. Discussion with NSA staff members indicates that the changes do not constitute an increased workload and should result in more accurate and more detailed information.

5. No procedural changes were considered necessary in the case of the Air Force Special Activities Program. Apparent misinterpretations of the intent of certain CIRIS Submission Instructions were resolved. In addition the logical procedures for generating the CIRIS submission were reviewed to insure that similar decisions were used in comparable situations that occur in other programs, such as CCP.

6. For reporting purposes, the 1 July-30 September 1976 transition period (Fiscal Year 197T) should be considered independently. In addition to the normal reporting of resource allocation by fiscal years, a separate Form 2812 should be provided to account for FY7T alone. No targetting of resources is required on this extra submission.

7. Delayed receipt of the CIRIS-74 submissions limited our ability to use CIRIS data in preparing my FY 1976 National Foreign Intelligence Program Recommendations.

Receipt of inputs for CIRIS-75 by 30 April 1975 will be necessary if we are to have this data available for formulating the FY 77 program recommendations. I urge your cooperation in this effort.

/s/ W. E. Colby  
W. E. Colby

STAT

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